

COCONINO WORKFORCE DEVELOPMENT BOARD

February 22, 2017

<u>WDB Members Present</u>	<u>Career Center Staff</u>	<u>Guests</u>	<u>WDB Members Absent</u>
Monica Baker	Anna Patel	Christina Caldwell	Irene Alvarado
Beth Caplan	Morgan Ham	Donovan Weidmann	Ali Applin
Sean Clendaniel	Cindy Wilson	Kristy Prather	Marv Beckham
Carol Curtis			Derek Born
Coral Evans			Guillermo Cortes
David Hirsch			Deidre Crawley
Christine Mayer			Janet Dean
Jocelyn Monteverde			Wayne Fox
Brent Neilson			Judy Franz
Paul Ostapuk			Scott Hathcock
Julie Pastrick			John Taylor
John Saltonstall			
Jeff Springborn			

1. Welcome, Roll Call & Flag Salute

Christine Mayer, Chair, called the meeting to order at 1:42 p.m., slightly later than scheduled due to confusion regarding the location of the meeting. A quorum of members was present.

A. Approval of Minutes from January Meeting

Minutes from the January 30, 2017 meeting were reviewed. Monica Baker made a motion to approve. Brent Neilson seconded the motion. The motion was passed unanimously.

B. Resignation of Irene Alvarado from the Board

Christine Mayer called for a motion to approve this resignation. Monica Baker made the motion, which was seconded by Brent Neilson. The motion was passed unanimously.

C. Resignation of Carol Curtis from the Board

Christine arranged for this agenda item to be addressed at the end of the meeting.

2. Goodwill of Northern Arizona Update

Carol Curtis and Dave Hirsch discussed the Goodwill "merger," in which the Goodwill of Northern Arizona and the Goodwill of Central Arizona are set to merge. It was explained that the Goodwill of Northern Arizona would continue to serve as the Satellite One-Stop for Coconino County. This item was originally third on the agenda, but was bumped up in order to accommodate Board member schedules.

3. Alignment with Local Workforce Development Area Policies & Procedures

Carol Curtis provided an update on the Workforce Business Plan and the recently developed MOU.

A. Approval of the MOU

Carol noted that due to the relocation of the Comprehensive One-Stop and the addition of the Mercado de los Sueños as an affiliate site, it was required that a

new Memorandum of Understanding be developed and finalized in order to reflect these changes. This task was taken on during a meeting on February 3, 2017 to specifically tackle the drafting of a new MOU. Dave Hirsch made a motion to approve the MOU, which was seconded by Julie Pastrick. The MOU was passed unanimously.

B. Approval of the Local Workforce Business Plan

The Local Workforce Business Plan has been available for public comment online, on the Career Center website, and a hardcopy of the Plan was available during the WDB meeting for Board member review. Carol Curtis noted that the Plan is in draft form and will likely be revised again after feedback from the Workforce Arizona Council. John Saltonstall made a motion to approve the Plan, and Julie Pastrick seconded the motion. The Plan was approved unanimously.

4. ARIZONA@WORK Coconino One-Stop Updates

A. Comprehensive One-Stop & Business Services Team Update

Kristy Prather provided a report, included in meeting materials, and presented updates on performance goals for the Comprehensive One-Stop.

B. Affiliate One-Stop

Christina Caldwell provided a report, included in meeting materials, and presented updates on recent achievements made by the Affiliate One-Stop—including a final total of 101 job placements made via Job Fairs in the last quarter.

5. Youth Tactical Team Update

Deidre Crawley and John Taylor, assigned to present on this subject, were unable to make it to the meeting—however, Cindy Wilson of the Career Center stood in and presented information on behalf of the Youth Tactical Team Chairs regarding current efforts and new goals for the Team.

6. The Resignation of Carol Curtis—Revisited

Although this was originally an Action Item under agenda item #1, the Chair requested it be moved to the end of the meeting for further discussion. Carol Curtis began by addressing Board members with details on her resignation, which was spurred by the effort to adhere and abide by new WAC policies. Initially, Brent Neilson made a motion to approve this action item, and it was seconded by Monica Baker—but the suggestion was made by Coral Evans that this Action Item be postponed until a replacement for Carol is identified, otherwise Carol's seat is at risk of being underrepresented for an unspecified amount of time. Agreeing with this, Brent rescinded his motion to approve, opening up for Coral to make a new motion to postpone Carol's resignation until the WAC has provided more information (specifically the *who* and *when*) on a replacement. This motion was seconded by Julie Pastrick. When brought to the Board for a vote, Carol Curtis abstained from voting. The motion was passed unanimously.

7. Next Meeting June 14, 2017

A calendar of potential meeting dates were provided to the Board for review, input, and approval. Official meeting dates for 2017 are: June 14th; September 27th; November 15th.

8. Call to the Public

A call to the public was made by Christine Mayer. No comments were made, leading Christine to call for a motion to adjourn. Monica Baker made a motion, and Dave Hirsch seconded the motion. The meeting was adjourned at 2:57 p.m.

DRAFT